

U.S Department of State (DoS)

**Bureau of International Narcotics and Law Enforcement Affairs
(INL)**



INL-Santo Domingo, Dominican Republic

Statement of Work

Basic Polygraph Training for DNP

June 23, 2023

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General Information

Through its Law Enforcement Development Program in Santo Domingo, INL assists the Government of the Dominican Republic (GoDR) in its efforts to transform and modernize organizations with increased capability. A key component in this transformation is the delivery of capacitation and techniques to detect / foresee criminal behavior supporting DNP. INL has been providing equipment, technical assistance, and training to the DNP to further support their capacitation improvements as well as technological transformation efforts. INL's collaborative relationships with GoDR institutions such as the DNP, DNCD, military, other key security agencies, and judicial institutions serve to improve organizational accountability, transparency, respect for the rule of law, human rights, and expanded participation of civil society.

Scope Of Work

INL Santo Domingo requires a contractor to provide Polygraph American Polygraph Association (APA) equivalent basic polygraph training in Grand Santo Domingo for Dominican Law Enforcement Personnel for up to 20 people, providing the participants with the knowledge, skills, and ability, to professionally administer, and defend, polygraph examinations for government, law enforcement, and private entities: in support of criminal and administrative investigations, and preemployment/security examinations.

Supplier should prepare law enforcement personnel to take certification exams by providing pathway education, instruction, and hands on practice in specified areas of Polygraph expertise. Supplier should provide course participants who successfully complete pathway training, the opportunity to become certified in the basic level according to APA standards.

The contractor shall develop and use professional and interactive training materials and learning evaluation methods for the course.

Place of performance:

Grand Santo Domingo (Venue TBC)
Santo Domingo, Dominican Republic
Venue will be provided to the vendor for the training course.

Special Requirements and/or Constraints.

Equipment that belongs to Dominican National Police will be used, for this training.

The contractor shall coordinate all service delivery with the Contracting Officer Representative (COR) and International Narcotics and Law Enforcement Affairs (INL) Santo Domingo.

The contractor shall provide training and materials in Spanish.

Contractor shall make its own arrangements for travel, per diem and lodging.

Trainers should undertake periodic participant evaluations during the course period to ensure participant learning.

The trainer or trainers must be available to deliver this training from October 2023 – December 2023 period. The proposals should specify length of course based on curriculum offered.

Bidder proposal should include, at a minimum, the following:

- Training plan
- Notional Course Agenda
- Training Evaluation Plan
- APA certification
- Budget

The contractor shall promptly notify the Contracting Officer and COR of any instance in which a waiver is required.

This is a firm-fixed price, single award delivery order with defined quantities of required services. No additional sums shall be payable on account of any escalation in the cost of labor, or because of the Contractor's failure to properly estimate or accurately predict these prices or difficulty of achieving the results required by this contract. Nor shall the delivery order price be adjusted on account of fluctuations in the currency exchange rates.

All Contractor personnel assigned to this project may be subject to security screening by the US Embassy Regional Security Officer (RSO and/or Government of the Dominican Republic. In the event a contractor or subcontractor employee does not pass the required security screening, the contractor shall immediately provide a replacement at no additional cost to the Government.

The following evaluation factors will be used for bid selection:

- i. The government reserves the right to reject quotations that are incomplete, non-compliant with the terms of this solicitation, or that are unreasonably high in price.
- ii. For evaluation purposes, the price will be determined by multiplying the offered prices times the quantities stated in the schedule, and arriving at a grand total, including all options, if any.
- iii. The government will evaluate the proposed delivery time frame and the technical specifications. The government will only consider for award those companies that the government determines have a high likelihood of satisfactorily completing the required items based on the proposal.
- iv. The government will determine the firm's responsibility by analyzing whether the apparent successful quoter complies with the requirements of FAR 9.1.

- v. Unless an exception in FAR 4.1102 applies, a quoter must be registered in SAM (www.sam.gov) to be eligible for award. If the bidder does not become registered in the SAM database in the time prescribed by the Contracting Officer, the Contracting Officer will proceed to award to the next otherwise successful registered bidder.

Delivery Time requirements:

If applicable, the contractor shall complete training between October and December 2023.

Project Documentation: The contractor shall provide complete documentation for all services delivered under this project. All documentation will be in Spanish unless otherwise noted. At a minimum the documentation must include:

Course completion certificates for qualifying participants

A final technical training report

Delivery Location:

Grand Santo Domingo (TBC)
Santo Domingo, Dominican Republic
Attn: INL/Reyna Ramirez/ramirezri@state.gov

Delivery shall be coordinated with the Contracting Officer, COR, and DNCD PoC.

Invoices shall be clearly marked as follows:
EMBAJADA DE ESTADOS UNIDOS DE AMERICA – INL
DNP
Dominican Republic
Order No. (insert)
ATTN: INL/Dominican Republic

If applicable, the contractor is responsible for GoDR Customs clearance and fees. The price quoted must include delivery to Santo Domingo, Dominican Republic. US-based procurement is ultimately intended for an overseas destination. Although contractor is responsible for customs clearances, US Embassy may assist or support customs clearance process if required.

Delivery Points of Contact

DNP PoC:

Tte. Coronel Nandy Reyes (nandynas@hotmail.com)

Teniente Coronel Ana Jimenez Cruceta (dra.jimenezcruceta@gmail.com) INL/DR PoC:

Reyna Ramirez (ramirezri@state.gov)

Paul Butki (butkipb@state.gov)